



APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION:

DATE: _____

NAME: _____

Address: _____
Street City State Zip Code

Phone: _____

Email: _____

Cell: _____

Are you over 18 years old? YES/NO

Proof of Identity and Eligibility Will Be Required Upon Employment
If hired can you prove that you have a lawful right to work in this country? YES/NO?

Have you ever been convicted of a crime or violation other than a minor traffic violation? YES/NO

If yes, please explain:

A conviction record will not necessarily be a bar to employment. Factors such as job relations, age at time of the offense, seriousness and nature of violation and rehabilitation will be taken into account.

EMPLOYMENT DESIRED:

Position: _____ **Available Start Date:** _____ **Desire Pay Rate:** _____

Are you employed now? YES/NO? **May we contact your present employer? YES/NO**

Have you applied or been employed by our company before? YES/NO? **When?** _____

How were you referred to our company?

EDUCATION/SPECIAL TRAINING:

Name of School	Number of Years in School	Subjects Studied	Graduated? When?
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

What are you available to work?

Full Time ____ Part Time ____

If part time, what days/hours are you available? _____

FORMER EMPLOYERS (Most recent first):

Dates (month/year)	Company Name	Salary	Position	Reason for Leaving
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_____	_____	_____	_____	_____
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_____	_____	_____	_____	_____
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_____	_____	_____	_____	_____
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_____	_____	_____	_____	_____
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MILITARY SERVICE:

Branch of Service & Serial Number: _____ Present Selective Service Classification: _____ Rank at Discharge: _____

List Duties/Special Training:

Your position may require driving so please complete this section:

Drivers License #: _____ State: _____ CDL: _____ Class: _____ Endorsements: _____

*Note: By law depending upon size of vehicle you may be required to drive, a physical exam may be required which may include drug testing.

SPECIAL SKILLS & QUALIFICATIONS:

Summarize special skills and qualifications acquired from employment or other experience:

What languages do you speak, read and/or write fluently?

Please list anything you feel we should take into consideration that has not already been asked:

Pre-Screening For Crew Member-Applicants

Name: _____

Please indicate your skills in each section below:

Maintenance Skills	Never	Some	Expert
Push Mower			
Walk Behind Mower			
Stand On Mower			
String Trimmer			
Edging Beds			
Core Aeration			
Pruning			
Mulching			
Driving Small Dump Truck With Trailer			
Irrigation Repair			
Snow Plowing			
Leading a Maintenance Crew			
Chemical Application			

Both Parties have discussed the skills of the applicant and made the appropriate checkmarks to indicate the level of knowledge and agree by initialing here:

Interviewer's Initials: _____

Construction Skills	Never	Some	Expert
Planting Trees/Shrubs			
B&B Trees			
Boulder Work			
Dry Masonry			
Wet Masonry			
SRW Walls			
Pavers			
Bluestone/Flagstone			
Reading Landscape Plans			
Grading			
Laser Level			
Leading a Construction Crew			
Operate Skidsteer			
Operate Mini Excavator			
Drive Large Dump Truck With Trailer			

Applicant's Initials: _____

AGREEMENT:

The facts set forth above in my application are true and complete. I understand that false statements or omission of information on this application or any other employment form may lead to dismissal or denial of employment. You are hereby authorized to make any investigation of my personal history, financial, criminal, credit and motor vehicle records through any investigative or credit agencies or bureaus of your choice. You are also authorized to administer personality profile tests and verify my background. A criminal record or sentence is not an automatic disqualification for employment. I agree to submit to any drug or alcohol testing prior to or during employment and I agree to submit to a medical evaluation, if required.

In making this application for employment, I also understand that an investigative consumer report may be made whereby information is obtained through personal interviews with my neighbors, friends, or others with whom I am acquainted. This inquiry includes information as to my character, general reputation, personal characteristics and mode of living. I understand that I have the right to make a written request within a reasonable period of time to receive additional, detailed information about the nature and scope of this investigative consumer report. In exchange for the consideration of my employment application by this company, I hereby release and forever discharge the company (including its directors, officers, employees and agents) and my past and/or present employers (their directors, officers, employees and agents) from any liabilities which may result from an investigation of my past and/or present employment or from the disclosure of such information. I authorize the use of any information in this application to verify my statements, and I authorize the past employers, doctors, all references and any other persons to answer all questions asked concerning my ability, character, reputation and previous employment record.

I understand that if my application is accepted that employment with this company at all times is employment "at will." It is further understood that this "at will" relationship may not be changed by any written document, verbal statements, or by conduct unless such change is specifically acknowledged by an authorized executive of the company. I further understand that my "at will" employment may be terminated at any time by myself or the company and includes no guarantee, contract or promise of employment for any specific length of time. I understand that the first ninety (90) days of employment is a new hire introductory period.

DATE: _____

SIGNATURE: _____

Thank you for considering Green Boys Landscapes for employment

THIS IS A DRUG FREE WORK PLACE
